

# Lesson 1

Name: \_\_\_\_\_

Date: \_\_\_\_\_

## Paragraph and Short Essay Worksheet for Speaking

Paragraphs are groups of sentences that have a single idea. A paragraph typically includes:

### Structure of a paragraph

- |                         |  |
|-------------------------|--|
| ● Topic Sentence:       | → Write a sentence that states the main idea or topic of a paragraph.                            |
| ● Supporting Sentences: | → Write facts or descriptions that relate to the topic.  |
| ● Concluding Sentence:  | → Re-word(phrase) the introduction to sum up the ideas in the paragraph and bring it to a close. |

- A topic sentence is the most important sentence in a paragraph.

**Topic Sentence** = 'The topic' + 'The controlling idea'

Examples: 1. There are two reasons why pollution in XXX Town is the worst in the world.  
 (a controlling idea) (a topic)

2. Being an English teacher requires certain characteristics.  
 (a topic) (a controlling idea)

- **Supporting sentences** after a topic sentence have to give more information about the Controlling idea, 'certain characteristics'.

### Example

Topic Sentence = Topic + Controlling idea

Making a good cup of tea is easy if you follow these steps

Supporting Sentences controlled by the controlling idea 'follow these steps'

Concluding Sentence

First, boil some water. Next put some hot water in the teapot to warm it. Then pour the water out of the pot and put in some tea leaves. You will need one teaspoon of tea leaves for each cup of tea you want. Then pour the boiling water into the teapot. Cover the pot and wait a few minutes. Then the tea will be ready to drink.

- **Characteristics of Effective Concluding Sentence**

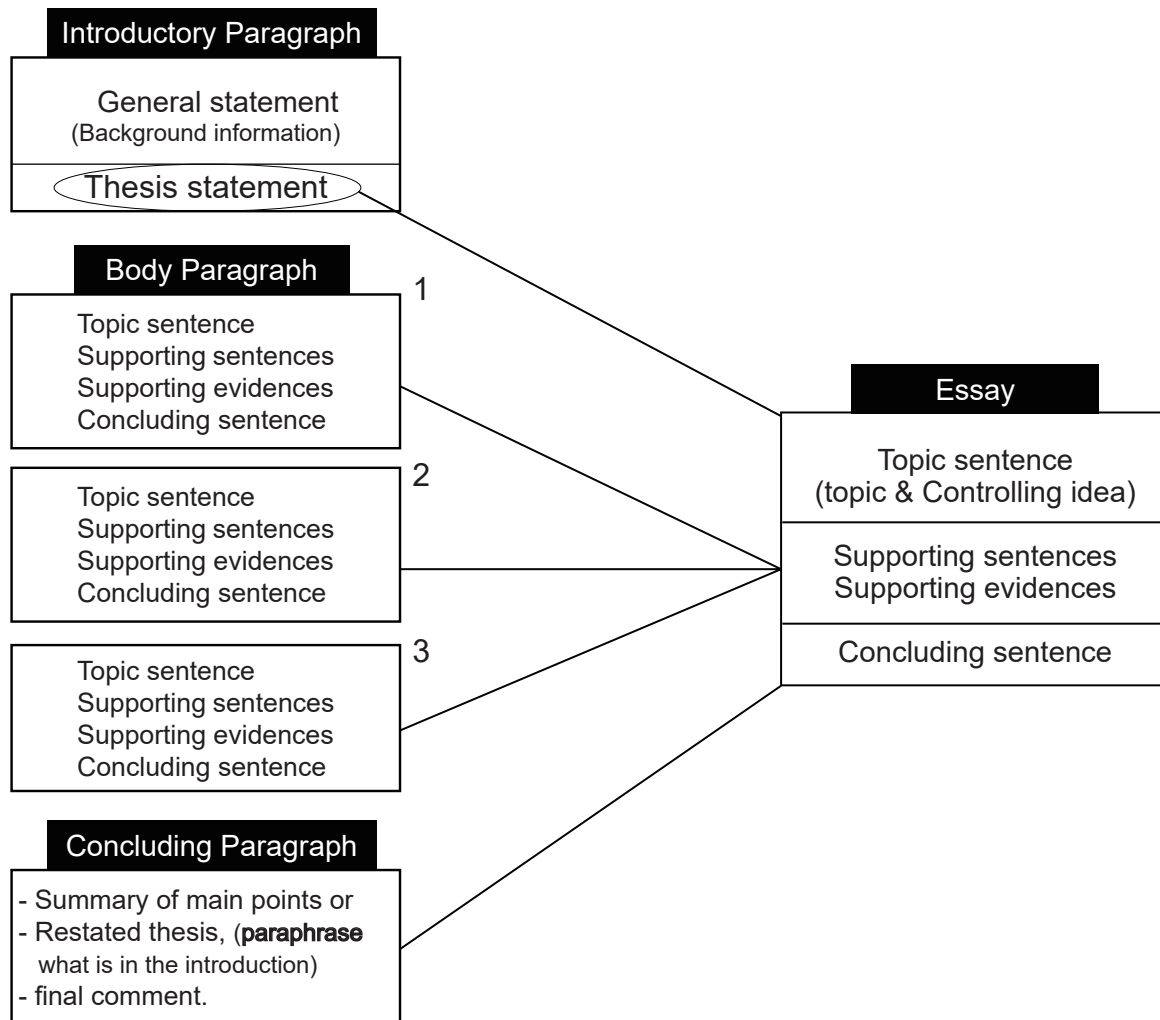
It is important for you to know how to write effective concluding sentence.

Some characteristics include:

- Reviewing main points mentioned in a paragraph
- Restating(**paraphrasing or reword**) the topic sentence
- Do not introduce new ideas or topics

## Academic Essay Structure Worksheet for Speaking

In well-written paragraphs or essays, students present information in a logical order. Notice how the three parts of a paragraph correspond to the three part of an essay.



In an essay introduction, the writer stimulates the reader's interest gives general or background information about the topic. Then the writer presents a **thesis statement**, usually at the end of the introductory paragraph. Like the topic sentence of a paragraph, the thesis statement of an essay names the specific topic and writer's **controlling idea** about it. Each paragraph of the body develops a subdivision of the topic. The **conclusion**, like concluding sentence(s) in a paragraph, can restate the topic and controlling idea, summarize or review the main points discussed in the body, and/or present a writer's final statement about the topic.

An essay has **coherence**(logical organization) and **unity**(a focus on one topic), just as a paragraph does. Transition signals link the paragraph into a cohesive whole.

# Lesson 1

## Paragraph Worksheet for Speaking Tips

Instruction: For the teacher

Time: Only 1 minute for each student

1. A teacher should ask each student to give a 1 minute speech on the topic below.  
(Maximum is strictly limited to 1 minute)
2. Evaluate their presentation skills and give advice to improve their oral skills.
3. Students will be assessed on how well they speak in a formal situation to the public.

### TOPIC:

Some people prefer to live in a small town. Others prefer to live in a big city. Which place would you prefer to live in? Use specific reasons and details to support your answer. (120 words)

### Tips

- 1. Based on one's experience, ... make me decide to ...
- 2. Both of them have their advantages and disadvantages.
- 3. Collected information about ... was good to live
- 4. Expectation of living in...
- 5. Reason why I want to live...
  
- 6. First S + V
- 7. It can be seen from the fact that...
- 8. On the other hand, S + V
- 9. Lastly,
- 10. Everyone would admit the fact that S+V

### REMEMBER:

Prepare a 7-10 sentence for a paragraph to give a speech, including  
1. a topic sentence; 2. supporting sentences; 3. a concluding sentence.

- \* A paragraph is a group of sentences telling about a single idea or topic.
- \* The topic sentence in English should get the paragraph started.
- \* The topic sentence contains a topic and a controlling idea.

# Lesson 1

Enhance Speaking Skills

**Topic:** Some people prefer to live in a small town. Others prefer to live in a big city. Which place would you prefer to live in? Use specific reasons and details to support your answer.

Topic Sentence

Supporting Sentences

Concluding Sentences

## Writing & Speaking Report

Teacher's Signature: \_\_\_\_\_ Please make a  $\sqrt{\quad}$  if a student achieves this.

Marking Section	0%	40%	60%	70%	80%	90%	100%
Stay on Topic							
Attention grabbing opening							
Topic Sentence							
Controlling Idea							
Provided examples or reasons							
Fluency/Speed							
Vocabulary							
Spoke out Loud (Said Your Words Clearly)							
Eye Contact							
Pronunciation							
Teacher's Comment							